



## Quick Reference Card: Register as a Caregiver

### Step 1: Gather Files

You will need the following:

- Electronic copy of a valid US government-issued photo ID and proof of Maryland address

- Electronic copy of a clear, recent photo

- Last four digits of your Social Security Number

**Please note:**

A caregiver must be at least 21 years of age

### Step 2: Register

Visit the MMCC Registry website and click **Create Account** under the *Caregivers* heading

Complete the *Before You Begin* section to review and confirm that you have the required documents and information ready for upload

Complete the online application form, uploading the requisite files

### Step 3: Verify Email

After submitting your online application, you will receive a verification email

Click the link supplied in the verification email to verify your email address

You will receive another email after MMCC has reviewed your application, indicating whether or not your application has been approved

### Step 4: Select Patient

Once approved by MMCC, log in to the MMCC Caregiver Registry to select a patient

Refer to *Quick Reference: Designate a Patient or Caregiver* for instructions on how to select a patient

### Step 5: Obtain ID Card

After receiving MMCC approval and selecting a registered patient with a valid written certification, log in to the MMCC Caregiver Registry to purchase a required Caregiver ID card for a fee of \$50